Work and cancer FAQs – carers

We use the terms 'manager' and 'employer' in our information, but different people at your workplace may be involved. Many services may be able to help. The services we mention include:

- **Cancer team** this is the cancer team at the hospital. It may include oncologists, radiologists and cancer nurses. In some services, it may also include a social worker.
- **GP services** this is your doctor's surgery.
- Occupational health professionals these may include workplace health and safety advisers, nurses, physiotherapists, counsellors and GPs. They may not be available at every workplace. Your work may offer an external occupational health service.
 You can learn more from your employer or HR manager.
- Line manager this is who you directly report to at work.
- **HR manager** this is someone in the human resources or recruitment team at your work.
- Advisory services these are organisations that offer guidance, including helping resolve work disputes.
- **Charities and support groups** these may include a Macmillan work support adviser, other cancer support charities, carer organisations, local support groups and online forums.
- **Unions** these are trade or labour unions you may be a member of.
- Social services these are services provided by the government to help people in need. They can include care at home, specialist equipment and help at home, such as shopping or cleaning.

If you are unsure who to ask, you can call our support line on **0808 808 00 00**. They may be able to answer your question or tell you who would be best placed to answer it.

Questions about caring during treatment

These are questions you may have if you work while caring for someone having cancer treatment.

A tick in a circle shows the service or person most likely able to answer your question.

	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
I would like to go to hospital appointments with the person I am caring for. How long is each appointment likely to be? Could they take longer than expected? How far in advance can appointments be made?									
If the person I am caring for has an appointment, do I need to do anything before it? For example, bring a list of their medication, or ask if they need a repeat prescription?	Ø								
If the person I am caring for needs to stay in hospital and visiting hours are only when I am at work, can I visit at different times?									
When am I most likely to need to take time off work or work less to provide care?									
Does the hospital have free Wi-Fi so I can access work emails?									
Can repeat prescriptions be delivered to my local pharmacy, so I can collect them outside working hours?									

Questions about work arrangements

These are questions you may have about working while caring.

A tick in a circle shows the service or person most likely able to answer your question.

	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
Where can I learn about my legal rights as a working carer?									
I am self-employed. What support can I get to keep my business running while I am caring?									
Being a carer is having an impact on my physical and mental health How can I make sure I stay physically healthy and take care of my mental health while working and caring?		Ø	~		0	0	0		
Are there courses or counselling services that could help me manage my work and caring responsibilities better?		Ø	Ø	~	~	~	Ø		
Does my employer have a policy for supporting carers? What types of paid and unpaid leave are available?				Ø	Ø			~	
Can I have flexible working to help me balance my work and caring responsibilities? For example, could I change my working hours? Can I have this in writing?					\bigcirc	~		~	

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	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
Could flexible working affect any employee benefits I have, such as death- in-service benefit or my pension?								~	
If I take a large amount of time off work to care, how much notice do I have to give before I go back? Can I stay informed about any changes that happen? For example, this could include changes to team members or policy.				0				~	
Can my work be organised so that I can take time off at short notice if I need to? For example, what if I need to take time off if there is a problem with care arrangements? Who should I tell at work if I need to take time off at short notice?					~				
Would it be okay for me to make short personal phone calls or send personal emails or text messages during work hours? For example, could I do this if I need to contact the person I care for or let them contact me?									
Can we agree on what to tell people at work about my situation and how it will affect my work? For example, what will we tell colleagues, other managers and clients?				0					
Can we have regular meetings to review my working arrangements?					~				

Questions about caring for someone at home

These are questions you may have about caring for someone at home.

A tick in a circle shows the service or person most likely able to answer your question.

	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
How do I apply for a carer's assessment? A carer's assessment is done by social services to decide what support you need to be able to care for someone.	~	~				⊘	Ø		\bigcirc
How can I organise extra support at home to help me manage my work and caring responsibilities? For example, can I get someone to be with them during the day or at night?	~	~				~	~		
How can I meet other working carers to share my experiences and learn from others?	~	~				•			•

Questions about finances

These are questions you may have about money and benefits.

A tick in a circle shows the service or person most likely able to answer your question.

	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
What benefits can I get if I am self-employed?		~					~		~
What benefits could I get if I continue working, stop working or go back to work?		~				Ø	0		v
Does my employment status affect the benefits I can get? For example, what happens if I am on a short-term contract?						Ø	~		
If I am already getting benefits like Income Support, how will this affect the benefits I can get as a carer?						Ø	•		
The person I care for is getting benefits. Will this affect the benefits I can get as a carer?						Ø	~		
If I get benefits as a carer, will this affect the benefits the person I care for can get?						Ø	~		

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	Cancer team	GP services	Occupational health professionals	Line manager	HR manager	Advisory services	Charities and support groups	Unions	Social services
If I make adjustments such as working fewer hours, how will this affect my pay and benefits?					©				
I need evidence to support my claim for benefits as a carer. Who can help me get this?	~	~			~				~
When will my benefits be confirmed?						Ø	~		
How long can I claim benefits for?							~		
How will my company pension or State Pension be affected if I cannot go back to work or work fewer hours to care?						Ø	Ø	~	